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AUTHOR	Lum, Christie
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ABSTRACT

The information in this report, compiled from Internet searches, conversations, and research, provides a broad range of material on how to apply for a grant. It is designed to serve as an introduction for counselors to sources of grant funding and particular grant programs, and to the grant application and dissemination process. Section 1 provides information on sources of funding in both private and government sectors. Section 2 explains the process of grant writing. The parts of a grant proposal are given along with instructions on what material should be included in each section. Section 3 lists sources of funding available from the Corporation for National and Community Service; the Department of Education; the Department of Health and Human Services; the Department of Justice; and the Department of Labor. It includes the specific areas they support, their funding allocations, and contact information. (GCP)

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"GETTING A GRANT: SOURCES OF FUNDING AND HOW TO PURSUE THEM"

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ABOUT THE INFORMATION IN THIS REPORT

The information in this report was compiled through extensive internet searches, phone calls, and other research. Due to the broad range of information provided in this report and the varying timelines of government agency activities, we cannot guarantee that all the information included is up to date. Readers are invited to bring any errors, omissions, or changes to our attention at the ACA Office of Public Policy & Legislation. We also encourage you to suggest any additional programs that should be included in this report.

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American Counseling Association
Office of Public Policy and Legislation
5999 Stevenson Avenue
Alexandria, VA 22304
(800) 347-6647

Scott Barstow, *Director*	x234	sbarstow@counseling.org
Chris Campbell, *Government Relations Representative*	x241	ccampbell@counseling.org
Dara Alpert, *Legislative Representative*	x242	dalpert@counseling.org
Christie Lum, *Coordinator*	x354	clum@counseling.org

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Sources of Grant Money

There are many different agencies and organizations which provide funding for those involved in research, community development, education, the provision of health and social services, and other activities. This publication is designed to serve as an introduction for counselors to sources of grant funding and particular grant programs, and to the grant application and dissemination process.

There are three major sources of grant funding: foundations, state and local governments, and the federal government. Although some information regarding foundations as sources of grant funding is provided, the report focuses primarily on the federal government. Although states do provide grants for certain projects, resources listing state funding opportunities are limited. The best course of action to take for those interested in exploring state and local sources of grant funding for various projects is to contact the relevant state agencies for information on grant programs and announcements of grant availability.

Foundations

Foundations are non-governmental, non-profit organizations that award grants according to their interests and concerns. A majority of the grants provided by foundations revolve around the issues of education, religion, social and health services, and the environment. Today, there are more than 56,000 private foundations in the U.S. that award grants, and foundation funding of grant programs has increased in recent years. In total, foundations gave out $29 billion in grants in 2001, a significant amount that increases each year. Foundations provide grants primarily to non-profit organizations.

There are five types of foundations:

Independent foundations
Independent foundations are the most prevalent kind of foundation, with over 40,000 currently existing in the U.S. They are usually established by a single source of funding and provide grants based on the interest of the donor(s) and on the geographic area in which they are active. They are also the chief provider of grants in the foundation world, spending $21.6 billion alone on grants in 2001. One of the largest private independent foundations is the Bill & Melinda Gates Foundation, which gave away over $1 billion in 2001.

Family foundations
Family foundations are fewer in number, but are on the rise. Family foundations differ from independent foundations in that they are managed and/or influenced by the original donor or the donor's family. These foundations account for more than $7 billion a year in grants.

Corporate foundations
Corporate foundations are the second leading contributor of grants among foundations. This type of foundation is sponsored by a profit-making company, but remains a separate entity. There are 2,018 corporate foundations, and in 2001, they were responsible for $3.1 billion dollars in grants. The largest giving corporate foundation is the Ford Motor Company Foundation, which gave away $112,731,252 in 2001.

Community foundations

Classified as public foundations, community foundations are the smallest in number, with only 560 in existence today. They are different from independent foundations in that they have several funders instead of only one. Typically, they are also more limited in their grant funding and tend to focus only on local projects. In 2001, community foundations funded an estimated $2.3 billion in projects. NY Community Trust is one of the largest grant contributor in this category, giving away $126,621,735 in 2001.

- To find the community foundations in your area, visit *www.communityfoundationlocator.com*

Operating foundations

Lastly, there are operating foundations. These foundations are like independent foundations in that they are considered private foundations. However, they usually do not award grants, and instead invest in their own programs and/or operations. There are a little over 2,000 operating foundations today. Getty Trust and the Carnegie Endowment for International Peace are examples of operating foundations.

Although it is not common for foundations to award grants to individuals, there is one option to pursue. The Foundation Center suggests that individuals who want to pursue foundation funding should partner up with a non-profit organization in order to increase their eligibility with the additional support. The non-profit organization would then "act as the individual's fiscal sponsor, receiving and administering the grant funds." For more information on this, see the Foundation Center's website below.

Individuals interested in receiving a foundation grant to pay for their higher education should research other options first. Contact the school or university you plan to attend for information on direct financial assistance, subsidized and unsubsidized loans and grants, work-study programs, and foundation grants. Foundations usually grant money to colleges/universities that can then be distributed to students rather than directly handing over money to the individual. Therefore, foundation funding should be used as a last resort.

The Foundation Center
79 Fifth Avenue/16th Street
New York, NY 10003
(800) 424-9836 / (212) 620-4230
www.fdncenter.org

The Foundation Center is an independent national service organization that provides an authoritative source of information on foundation giving.

Call the Foundation Center to:

- have information sent to you about the Foundation Center's services
- find out the nearest collection library near you (there are currently over 200 locations)
- find the locations of the 5 regional Foundation Center Libraries: Atlanta, Cleveland, NY, San Francisco, and Washington, D.C.

Visit their website to:

- Use FC's Foundation Finder to find immediate information on foundations if you know the name of the foundation.
- Access the Foundation Center's directories to find foundations that provide grants in your area of specialty/interest.
- Find links to grantmaker websites and valuable resources, and get information on funding trends and analysis.
- Sign up for training seminars on writing proposals, proposal budgeting, grantseeking on the web, and more. Seminars take place in several different cities around the nation.

Additional Foundation Resources

Websites

www.cof.org

The Council of Foundations is an association for foundations and is not a service for grantseekers. However, they provide a wealth of information on what a grant is, how it is funded, and the different types of foundations there are. Search their directory of "great grants" for projects that have made a huge impact on society.

Books

The Foundation Directory (Part 1 and Part 2)

- Provides information such as the foundation address, telephone number, application and contact information on almost 7,000 foundations that hold assets of at least $2 million or that distribute $200,000 in grants a year. The directory can often be found at local libraries.

FOUNDATIONS

These are just a few foundations that fund programs of interest to counselors and those that work in the mental health field. Please visit the foundation website for more information.

A.L. Mailman Family Foundation - www.mailman.org/national

This foundation provides grants for programs that focus on early care and education, family support, and moral education and social responsibility. The foundation's iniatives are based on the belief that the quality of early childhood environments and relationships has a profound effect on later ethical, social, and emotional development.

Annie Casey Foundation - www.aecf.org

Since 1948 this foundation has been dedicated to improving the lives of disadvantaged children and their families in the U.S. Their projects foster public policies, human service reforms, and community support that more effectively meets the needs of today's vulnerable children and familes. The foundation's work is split up into three areas: improving major systems serving disadvantaged children and family, transforming communities, and promoting accountability and innovation.

Archstone Foundation - www.archstone.org

Supports programs that train professionals preparing for a career in gerontology; provides education for those caring for the elderly and information for those creating public policy; and projects that concentrate on key issues such as elder abuse, substance abuse, the human issues of aging, and the systems needed to support an aging population.

Handspring Foundation - www.handspring.com/company/foundation

Primarily focuses on Pre K-12 education and issues related to children at risk (in the education system, foster care, juvenile facilities), direct services for children who are victims of abuse or neglect, and homeless assistance programs for families with children.

John D. & Catherine T. McAurthur Foundation - www.macfdn.org

Makes grants through the Program on Human and Community Development, which funds research on mental health and human development with an emphasis on improving mental health treatment and access to services, and improving public awareness and advocacy concerning mental health.

Public Welfare Foundation - www.publicwelfare.org

This grantmaking organization supports organizations that help people overcome barriers to full participation in society. Grant areas include criminal justice, disadvantaged elderly and youth, reproductive health, community development, technology assistance, welfare reform and more.

Robert Wood Johnson Foundation - www.rwjf.org/index.jsp

This foundation's goal is to assure that all Americans have access to basic healthcare at reasonable cost. Their areas of interest are alcohol and drug abuse prevention and treatment, promoting healthy communities and lifestyles, and solutions to the healthcare needs of disadvantaged familes and children.

Federal Government

According to the Government Services Administration (GSA), the federal government gives away over $800 billion annually in grants. This is more than the funding provided by foundations, corporations, and individuals combined. When beginning the search for sources of federal grant funds, there are two main resources to consult:

Catalog of Federal Domestic Assistance (CFDA)
The Catalog of Federal Domestic Assistance is a collection of information regarding the grant programs available from federal agencies with details on program objectives, eligibility requirements, application and award process, range and average of financial assistance, examples of funded projects, contact information, and much more. Since it provides such in-depth information, it should be the first resource consulted. It is published annually and can be found at most major libraries.

To view it online, go to either of the websites below. Both sites have federal funding programs indexed by subject, target group, agency/department, and program number.

- *aspe.os.dhhs.gov/cfda/index.htm*
- *www.cfda.gov*

Federal Register
The Federal Register also announces grant programs administered by the federal government. This resource is printed daily, and is available in most public libraries.

- The Federal Register can also be found on the web at *www.access.gpo.gov/su_docs/aces/aces140.html*

Developing and Writing Your Grant Proposal

When seeking a grant, it is important first and foremost to have all of the details of your project worked out before you start searching for possible grant funders. What is most important is to match your project with the priorities of the granter. This will most likely require you to tailor your project in order to closely match the granting entities purposes. Try to familiarize yourself with the structure and organization of the agencies or foundations you have targeted, as most have subordinate organizations or departments that vary in their area of funding or specialization. By understanding the structure of an organization or agency, you will be better able to identify the agency or department which matches your needs, and which are most likely to be interested in your project.

If you see a particular project or agency of interest while consulting one of the resources listed, also visit the agency website for more information. Often the case that a grant program will have subgrants targeting different populations. This information is usually only obtained from the agency itself and is not listed in the CFDA or the Federal Register.

Lastly, if you already have a specific project in mind, try to ensure that the project has not already been done before in your area. Consulting the Federal Register and CFDA can aid in this process.

Once you have fully developed your project and have identified potential funders, there are four steps you should take before you begin writing the proposal:

Step 1: Call or write to the program officer briefly stating your interest in their grant program, explain that your project idea matches their interests, and request a copy of the grant applications and proposal guidelines. It is also useful to request information regarding past grantees and grant reviewers. In cases where this is not possible, ask information about what type of reviewers are picked - such as their background, professional identification, and training - so that you can get an idea of your target audience. Some organizations publish the names of reviewers.

Step 2: Contact a past grantee. Ask to speak with the proposal writer or the project director to inquire about the step-by-step process they went through, budget issues, and any other helpful hints that will increase the chances of getting your project funded. They may also be able to suggest helpful resources to use and suggest ways of avoiding mistakes.

Step 3: Contact a past reviewer to learn more about the actual reviewing process. This also enables you to identify ahead of time any pitfalls or oversights that may sink your application. Ask the reviewer how much time is allotted for proposal review, what type of scoring system is used, and the number of proposals they usually receive. Some agencies have this information on their website.

Step 4: Contact the Program Officer again for any last minute questions. Ask specific questions to confirm that your goals are the same as those of the granting organization or agency, and to identify areas of difference so you can modify your project to better meet their needs. Inquire about the budget allowance for the project and how many applicants have applied for grants under the program, and ask again what common mistakes are found in

proposals. Program Officers may be able to offer additional suggestions, such as what aspects of the program or of the applications received are most important to the funder(s). Ask for a copy of a successful proposal, and if it would be possible to submit a draft proposal in order to get feedback. This last contact with the Program Officer also gives him or her the opportunity to ask questions about your project and how it will fulfill the intended goals.

Although grant programs have different procedures and requirements for their applications, most require the following:

- cover letter
- title page
- abstract
- introduction
- need/problem statement
- statement of objectives
- statement of methods
- proposed evaluation process
- proposed budget
- description of prospects for future funding
- appendix.

These sections are reviewed briefly below. A dissemination section is sometimes included, depending on proposal requirements, or may be included in the methods section. Foundations are typically less formal in their grant making processes, and require less content and documentation in grant proposals than do government agencies.

In the Catalog of Federal Domestic Assistance, agencies will list the most important criteria used in evaluating applications, in the section entitled "Criteria for Selecting Proposals". Such criteria may include how closely the proposed project relates to the agency's mission, the quality and feasibility of project goals, the qualifications of applicants, and the cost-effectiveness of the project.

Cover Letter / Title Page

Cover letters should be concise, and should simply introduce the applicant and highlight one or two noteworthy aspects of the grant application or the population served. The title page should include the name of the application, contact information about the applicant, and should be followed by a table of contents for the application.

Abstract (or Summary)

The abstract lays out in brief format the entire project. Many successful grant writers recommend that the abstract be written last, in order to adequately capture the key components of the project. Included in the abstract should be a description of the target group, the problem being addressed, the solution, the importance of the project, and the expected outcome(s). The abstract should be no longer than 500 words. Remember that the abstract is the first thing read by the reviewers, and weighs heavily on their immediate impression of the project and whether or not it should be considered for funding.

Introduction
The introduction should tell the reviewers why you are qualified to carry out the proposed project. Establish your credibility by explaining your experience in the subject area, past research experience, key accomplishments, and include your resume and letters of reference if available. Like a resume or resume cover letter, it is important to make this section brief but interesting. Foundations usually require a more lengthy introduction section.

Need/Problem Statement
Identify the need or problem to be addressed, and explain why and how your project can solve it. This means emphasizing the importance and relevance of your experiment to the goals of the grant program. Explain how those targeted by your project will benefit from your approach, and provide evidence supporting this claim, such as descriptions of other completed programs, past experience, research, statistics, or literature reviews.

Objectives
The objectives are the outcomes expected as a result of your actions. Your project will most likely have more than one objective; list each of these, and try to be specific in describing the expected changes in observable outcomes.

Methods
This section details the step-by-step processes involved in carrying out the project. This should include a description of the necessary staff, office equipment, and supplies. It should also include a description of how you will carry out each objective, who will be responsible for the tasks involved, where they will take place, and the sequence of tasks. Ideally, a justification should be given for each item included in this section.

Evaluation
This section describes the means by which it can be determined if the project met its objectives. Discuss what techniques you will use to evaluate your progress, and at which points during the project evaluations will be conducted. It is important to be specific with the planned evaluation methods, because it is important for funders to be able to determine if their grant money was used effectively. Try to develop an evaluation method for each objective, and specify how and when the funder will be updated on the evaluation results.

Dissemination often falls under this section. Funders want to know how you plan to distribute your findings so tell them how, when, and where you plan to do this. This part is especially significant to foundations because of the publicity it elicits for them.

Budget
This is one of the most important components of any proposal. The budget should include both direct and indirect costs. Direct costs are those which are easily identifiable, such as personnel costs, equipment, supplies, travel, and utilities used. Indirect costs may be harder to identify. Since each granting organization varies in its indirect costs policy, the Program Officer can be of assistance here. Also, be aware that some grant announcements specify "allowable budget categories". In this situation, those items which do not fit in the categories listed cannot be paid for through grant funding.

Future Funding
Funders usually like to know that a funded project or program will continue after the grant is over. If possible, state how you plan to continue your project through future sources of funding. This is an often underemphasized portion of grant applications. Options for financial support include local businesses or institutions, other federal or state agencies, or depending on the type of project, product sales, donations, or fees. Try not to rely on getting the grant renewed or continued later on, as most funders usually prefer one-time or new projects. The program announcement often will specify whether or not continuation grants are allowed.

Appendices
Appendices include information that support the hypothesis and other components of the proposal, such as research articles and data, case histories, agency publications, charts, definitions, resumes, and letters of support. Anything that supports and elaborates your ideas or experiences in the subject area can be included in this section.

Additional Hints
- Write "persuasively" and clearly. Demonstrate your need for funding by showing the uniqueness, importance, and relevance of your project. Structure the proposal so that it is well-organized and is easy to follow. Use an active rather than a passive voice.
- Have someone read your proposal before submitting it to make sure it is clear, coherent, and that there are no mistakes or missing information.
- Provide research to support your hypothesis, ideas, and other components of the proposal.
- Review the proposal guidelines more than once, in order ensure that you have followed the instructions exactly.

Reasons Proposals Get Rejected
Sometimes there's just not enough money to go around, or the competition is simply too tough. You can improve your odds, though, by avoiding these pitfalls:
- vague, unclear descriptions
- lack of significance
- unrealistic goals
- project has already been done before
- ideas not valid or backed up with scientific research
- budget unreasonable, unjustifiable, or insufficiently specific
- inadequate evidence of applicant's experience or background.

After the Project is Over
Congratulations! You've received a grant! However, even after your project under the grant is completed, this does not mean the work is. There are three types of requirements that need to be fulfilled after a grant project is over: reports, audits, and records. The CFDA lists the specific post-assistance requirements for each grant. You should be prepared to meet these requirements for foundation grants, as well.

Reports: Depending on the project and agency, one report or several periodic reports may be required both during and after the project has terminated.

Audits: Audits may be performed annually during the project, in more frequent on-site inspections, at the close of the project, or all of the above. Refer to the grant announcement for more information.

Records: As a general rule, keep all records and receipts of grant money funded to you for at least 3 years after the submission of the final financial support. Inspection of these records is allowed during the project and during the 3 years following its end.

Additional Grant Resources

- *www.greenwood.com/miner.pdf*
  Access this website for a condensed version of a *Guide to Proposal Planning and Writing* by Lynn and Jerry Miner (ORYX Press, 1998).

- *www.polarisgrantscentral.net*
  Grant information, resources, and links are available here.

- *govspot.com*
  This site provides information for beginning grantseeksers, and links to available grant opportunities and grant writing resources.

- *www.hhs.gov/grantsnet*
  Developed by the Department of Health and Human Services, this site contains information and resources on federal grants, plus provides applications, grant forms, and more.

- *www.library.wisc.edu/libraries/Memorial/grants/indiv2.htm*
  Additional information and resources for those pursuing grants.

- *www.ed.gov/pubs/KnowAbtGrants/*
  The Department of Education's grant information page discusses the application process, review process, and provides additional information and resources for those pursuing grants.

- *www.schoolgrants.org*
  This website provides a wealth of information on K-12 school grants. Grant opportunities from the Federal government, state agencies, and foundations are listed. The site also includes a very worthwhile section on grant writing. You can suscribe to a monthly SchoolGrants newsletter by sending an e-mail to "subscribe@schoolgrants.org". The newsletter contains tips on pursuing grants, resources, updates on school related legislation, upcoming grant deadlines, and announcements regarding new school grant opportunities.

- *www.cfda.gov/public/cat-writing.htm*
  This website provides a quick overview of how to develop and write a grant proposal, budget tips, proposal guidelines, and explains how the review process works. Also, access the Standard 424 Applying for Federal Assistance Form which is required when applying for any Federal Grant. Other forms are usually required, but this will get you started.

Federal Government Grants

Following is a listing of various grant opportunities of potential interest to counselors, administered by some of the major agencies of the Federal Government, and taken from the Catalog of Federal Domestic Assistance. Program descriptions and the range and average of financial assistance or obligations for the year 2003 are provided, as well as application deadlines, where known.

For a more detailed description of a grant program consult the Catalog of Federal Domestic Assistance (CFDA) or the Federal Register directly. Information on how to access the CFDA and the Federal Register is provided on page 6 of this report.

The numbers listed for the grant programs below (for example, "94.004" for the Learn and Serve America program) are those assigned to the program to make identification easier. On the CFDA web site, programs may be searched for by either title or by this number.

Corporation for National and Community Service

Corporation for National and Community Service
1201 New York Avenue, NW
Washington, DC 20525
(202) 606-5000 / TTY (202) 565-2799
www.cns.gov

The Corporation for National and Community Service was founded in 1993 to fund community development projects. It does this through three national service organizations: Americorps (including Americorps VISTA and Americorps NCCC), the National Senior Service Corps, and Learn and Serve America.

Americorps

Americorps projects are aimed at strengthening communities in the areas of education, public safety, human, and/or the environment. After completing a year of full-time service, members receive an education award of $4,725.00 (part-time members receive a portion of this) to help finance college, graduate school, vocational programs, or to pay back student loans. This award can be used for up to 7 years. Loan forbearance is an option during service. There are two national projects under Americorps:

Americorps VISTA

Americorps - Volunteers in Service to America (VISTA) is devoted to improving the quality of life in low-income, underprivileged communities. This program requires one year of service in which members are assigned to an agency or organization that undertakes projects based on the needs of the community. Those taking part may choose a cash payment of $1,200 instead of the $4,725.00 education award.

Applicants: Individuals, who must be 18 years old and already have a Bachelor's degree or 2-3 years of experience in the education, public safety, human needs, or environment field.

Americorps NCCC

Americorps National Civilian Community Corps is a 10 month residential national service program for women and men 18-24 years old. After a 3 week training program, members are assigned to teams and begin working on projects that can last up to 6 weeks in the areas of environmental improvement, disaster relief, education, and public safety. There are five campuses, each in a different region of the United States, where members live during their service. These are located in Charleston, SC; Denver, CO; San Diego, CA; Perry Point, MD; and Washington, DC. Members of Americorps NCCC receive transportation to the campus and back home when service is completed, a modest living allowance, limited health insurance, uniforms, and room and board. Child care costs will also be covered for those who have dependent children. Each year's 10-month session starts in October, with applications due in March 15 of the same year.

Applicants: Women and men 18-24 years old.

For applications or more information regarding either Americorps VISTA or Americorps NCCC, contact Americorps through one of the following two methods:

1. Send an e-mail to "questions@americorps.org" to request an application packet. Be sure to include your name, address, and the program you are interested in joining.

2. Call Americorps at 1-800-942-2677 OR access an application online at
https://recruit.cns.gov/applyform.asp

Department of Education

Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-0498
(800) 872-5327 / 1-800-USA-LEARN / TTY (800) 237-6213
www.ed.gov/

The Department of Education has hundreds of grant programs available to students, higher education institutions, state and local educational agencies, public and private organizations, and individuals. Due to the wealth of programs available, not all of them could be listed.

Please visit *aspe.os.dhhs.gov/cfda/idepted.htm* for the full listing of grant opportunities from the Department of Education.

For a list of grant announcements by the date released, visit the Department of Education section of the Federal Register at *www.ed.gov/legislation/FedRegister/announcements/*.

To obtain application packets of current grant programs, visit *www.ed.gov/GrantApps/*

To join the Edinfo mailing list to be updated on new grant announcements as they are released, send an e-mail to listproc@inet.ed.gov, write SUBSCRIBE EDINFO in the body of the message, followed by your first and last name. Do not include a signature block in the message.

There are seven main program offices that are responsible for funding grants within the Department of Education.

Office of Student Financial Assistance Programs

www.ed.gov/offices/OSFAP/

The OSFAP administers financial assistance programs that provide over $60 billion a year to college students. The agency is also responsible for supplying information on financial aid for those who are pursuing postsecondary education. For more information, visit their website or call 1-800-433-3243 / TTY (800) 730-8913.

Office of Elementary and Secondary Education

www.ed.gov/offices/OESE/
(202) 401-0113

OESE promotes academic excellence and educational opportunities to ensure equity for all of America's children and families, and works to improve the quality of teaching.

84.083 Women's Educational Equity Act Program
Overseen by the Equity and Educational Excellence Division, this program is designed to promote equity in education for women and girls who suffer from multiple forms of discrimination based on sex, race, ethnic origin, limited-English proficiency, disability, or age, and to provide financial assistance to enable educational agencies and institutions to meet the requirements of Title IX of the Educational Amendments of 1972.

Applicants: Public agencies, private non-profit agencies, institutions, organizations, student groups, community groups, and individuals may apply.

2003 Obligation: $3,000,000

Contact: Madeline Baggett at (202) 260-2502 or Madeline.Baggett@ed.gov

84.184 Safe and Drug-Free Schools and Communities--National Programs
These programs aims to enhance the Nation's efforts to prevent the illegal use of drugs and the incidence of violence among students, and to promote safety and discipline for students, at all educational levels.

Applicants: Public and private non-profit organizations, as well as individuals may apply.

2003 Obligation: $172,233,000

Contact: William Modzeleski at (202) 260-3954

Office of Vocational and Adult Education

www.ed.gov/offices/OVAE

OVAE's mission is to help young people and adults gain the knowledge and skills necessary for successful careers and productive lives. OVAE supports a number of different programs and activities to further this goal, and provides funding for secondaryand post-secondary vocational education programs authorized under the Carl D. Perkins Vocational and Technical Education Act of 1998.

84.255 Literacy Programs for Prisoners
Assists persons incarcerated in a prison, jail, or detention center to achieve functional literacy, to help reduce prisoner recidivism through the development and improvement of life skills necessary for reintegration into society.

Applicants: a state or local correctional agency, or state or local correctional education agency may apply.

Average Award: $476,400 (program has not yet been funded for 03)

Contact: Carlette Huntley at (202) 205-5621 or carlette_huntley@ed.gov

84.331 Grants to States for Incarcerated Youth Offenders
Supports incarcerated youth offenders in obtaining postsecondary education and vocational training.

Applicants: Only the State Correctional Education Agency designated by the Governor of each state may apply.

Range of Financial Assistance: $22,000 - $1,811,000 (program has not yet been funded for 03)

Contact: Carlette Huntley at (202) 205-5621 or carlette_huntley@ed.gov

Office of Postsecondary Education

www.ed.gov/offices/OPE

OPE provides information and resources for students, parents, institutions, educators, policy-makers, and the general public on postsecondary education. This agency also develops and oversees federal postsecondary education policy and administrative programs to provide assistance to institutions of higher education and students pursuing postsecondary programs.

84.018 International -- Overseas Seminars Abroad: Bilateral Projects
Objectives: This program seeks to increase understanding and knowledge between the people of the U.S. and those in other countries by offering qualified U.S. educators opportunities to participate in short-term seminars abroad on topics in the social sciences and the humanities.

Applicants: Must be a U.S. citizen or have permanent resident status, hold a bachelor's degree, have a minimum of 3 years full-time professional experience in the U.S. school system teaching or supervising in the social sciences or humanities subjects and be currently employed in these areas, and must meet language requirements if applicable.

2003 Obligation: $2,207,000

Deadline: October, contact Gail Holdren at (202) 502-7691 or gale.holdren@ed.gov

84.170 Javits Fellowships
Provides fellowships for graduate study in the arts, humanities, and social sciences to individuals of superior ability. Awardees are selected on the basis of demonstrated achievement, financial need, and exceptional promise.

Applicants: These fellowships are distributed primarily to students pursuing a doctoral degree, but are sometimes given to master's degree students. All applicants must be U.S. citizens.

Average Financial Assistance Award: $20,500

Contact: Carolyn Proctor at (202) 502-7567 or Carolyn.Proctor@ed.gov

84.333 Demonstration Projects to Ensure Students with Disabilities Receive a Higher Education

Supports model demonstration projects to provide technical assistance or professional development for faculty in higher education, and to help provide students with disabilities a quality postsecondary education.

Applicants: Institutions of higher education

Average of Financial Assistance Award: $286,000

Contact: Shedita Ford at (202) 502-7808

84.334 Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR-UP)

The GEAR-UP program helps eligible entities in providing or maintaining guarantees of financial assistance to eligible low-income students to assist them in pursuing a diploma. In addition, it supports eligible entities in providing additional counseling, mentoring, academic support, outreach, and supportive services to elementary, middle, and secondary school students who are at risk of dropping out.

Applicants: a state, a partnership of one or more local agencies, one or more degree granting institutions of higher education, or at least two community organizations such as businesses, professional associations, community-based organizations, philanthropic organizations, state agencies, parent groups, and/or non-profit organizations.

Average of Finance Assistance Award: partnership grant $645,000; state grant $2,643,000

Contact: Diana Hayman at (202) 502-7653

Office of English Language Acquisition, Language Enhancement, and Academic Acheivement for Limited English Proficient Students (OELA)

www.ed.gov/offices/OELA/

OELA, formerly the Office of Bilingual Education and Minority Language Affairs (OBEMLA), promotes high quality education for the nation's English Language Learners (ELLs) by administering grant programs that help every child learn English and content matter at high levels, ensuring that policy related decisions focus primarily on the best interests of the ELL child, and by collaboratiing with other federal, state, and local programs to strengthen and coordinate services for ELLs.

84.195 Bilingual Education: Professional Development

Provides financial support for programs to meet the training needs for new or existing personnel in Bilingual Education, including support for program improvement and, in certain cases, financial support for students pursuing post-baccalaureate degrees in areas related to programs for English Language Learners.

Applicants: Institutions of higher education, and in certain cases, local and state educational agencies, and private non-profit organizations.

2003 Obligation: $1,000,000

Contact: Brenda Compton-Turner at (202) 205-9839

Office of Special Education and Rehabilitative Services (OSERS)

www.ed.gov/offices/OSERS/
(202) 205-5465

OSERS supports programs that assist in educating children with special needs, provide for the rehabilitation of youth and adults with disabilities, and support research to improve the lives of individuals with disabilities. There are three components of this agency that aid in this mission:

the National Institute on Disability and Rehabilitation Research (NIDRR)
www.ed.gov/offices/OSERS/NIDRR/ phone: (202) 205-8134

the Office of Special Education Programs (OSEP)
www.ed.gov/offices/OSERS/OSEP/index.html phone: (202) 205-5507

the Rehabilitation Services Administration (RSA)
www.ed.gov/offices/OSERS/RSA/ phone: (202) 205-5482

84.235 Rehabilitation Services Demonstration and Training: Special Programs
Provides financial assistance to projects and demonstrations for expanding and improving the provision of rehabilitation and other services authorized under the Act, including related research and evaluation activities.

Applicants: States and public or nonprofit organizations (grants under this program cannot be made directly to individuals).

2003 Obligation: $17,492,000

Contact: Thomas Finch at (202) 205-8292

84.246 Rehabilitation Short-Term Training
Supports special seminars, institutes, workshops, and other short-term courses in technical matters relating to the delivery of vocational, medical, social, and psychological services.

Applicants: State vocational rehabilitation agencies and other public or non-profit agencies or organizations, including institutions of higher education.

Range of Financial Assistance: $100,000 to $250,000

Contact: Timothy Muzzio at (202) 205-8926 22

84.263 Rehabilitation Training: Experimental and Innovative Training
This program is designed to develop new and improved methods of training rehabilitation personnel, and to evaluate the effectiveness of such programs.

Applicants: State vocational rehabilitation agencies, including Territories and other public and non-profit agencies and organizations, as well as institutions of higher education.

2003 Obligation: $500,000

Contact: Timothy Muzzio at (202) 205-8926

84.264 Rehabilitation Training: Continuing Education
Supports training centers that serve either a federal region or other geographical area, and provides support for a broad, integrated sequence of training activities that focus on meeting recurrent and common training needs of employed rehabilitation personnel.

Applicants: Eligible to apply are institutions of higher education, state vocational rehabilitation agencies, and other public or non-profit agencies and organizations.

Range and Average of Financial Assistance: $271,000 to $498,000; $384,000

Contact: Timothy Muzzio at (202) 205-8926

84.265 Rehabilitation Training: State Vocational Rehabilitation Unit In-Service Training
Supports special projects for training state vocational rehabilitation personnel in program areas essential to the effective management of the services provided, or in skill areas that enable staff personnel to improve their ability to provide services. Also focuses on recruitment and retention of qualified rehabilitation professionals.

Applicants: State vocational rehabilitation agencies, including territories/possessions may apply.

Range and Average of Financial Assistance: $7,400 to $240,000; $70,000

Contact: Timothy Muzzio at (202) 205-8926

84.324 Special Education: Research and Innovation to Improve Services and Results for Children with Disabilities
As its name implies, this program funds research projects to improve services provided under the Individuals with Disabilities Education Act, including the practices of professionals and others involved in providing services to children with disabilities. This program also seeks to improve educational and early intervention results for children with disabilities.

Applicants: Institutions of higher education as well as any agency or organization may apply.

Range of Financial Assistance: $150,000 to $700,000

Contact: Contact Barbara Edelen at (202) 205-8522

Department of Health & Human Services

Department of Health & Human Services
200 Independence Avenue, SW
Washington, DC 20201
(877) 696-6775 or (202) 619-0257
www.os.dhhs.gov/

Most of the grant programs operated by the Department of Health and Human Services (DHHS) can be found in the CFDA or the Federal Register Directory, with the exception of both the National Institutes of Health (which publishes its grant announcements weekly in the "NIH Guide for Grants and Contracts"), and the Health Resources and Services Administration (HRSA) (which periodically posts its grant programs in its "Preview Guide"). Both of these guides can be accessed online:

- The NIH Guide for Grants and Contracts can be found at *grants.nih.gov/grants/guide/index.html*
- The HRSA Preview is located at *www.hrsa.gov/grants.htm*

The Department of Health and Human Services has 12 distinct offices and departments which conduct a total of roughly 300 grant programs each year. Following is a listing of some of those which may be of interest to counselors.

Office of Population Affairs

www.osophs.dhhs.gov

The Office of Population Affairs serves as the focal point on reproductive health topics such as adolescent pregnancy, family planning, sterilization, and other population issues. The office also provides policy and administrative direction for the Title X Family Planning Program and the Title XX Adolescent Family Life Program.

93.111 Adolescent Family Life Research Grants
Encourages and supports research projects and dissemination activities concerning the societal causes and consequences of adolescent sexual activity, contraceptive use, pregnancy, and child rearing, and ways to alleviate, eliminate, or resolve negative consequences of these issues.

Applicants: State and local government agencies, nonprofit and profit private organizations, and institutions of higher education may apply.

Range and Average of Financial Assistance: $108,000 to $151,000; $145,000

Contact: Eugenia Eckard at (301) 594-4008

93.995 Adolescent Family Life: Demonstration Projects
Seeks to establish innovative, comprehensive, and integrated approaches to the delivery of services for pregnant and parenting adolescents, with primary emphasis on adolescents who are under 17. This program also supports efforts to promote abstinence from sexual relations through provision of age-appropriate education on sexuality and decision-making skills as the most effective method of preventing adolescent pregnancy and avoiding HIV/AIDS and sexually transmitted diseases.

Applicants: Any public and private nonprofit organization may apply.

Range of Financial Award: $150,000 to $250,000

Contact: Patrick Sheeran at (301) 594-2799

Administration on Aging

www.aoa.dhhs.gov/
(202) 619-0724

AOA works to improve the quality of life for older persons by maintaining and increasing their independence, and creating opportunities for them to contribute to society. AOA supports referral and outreach programs, research, and efforts to educate older persons on services and support available to them.

93.048 Special Programs for the Aging: Title IV & Title II: Training, Research and Discretionary Projects
Seeks to help ensure a supply of adequately trained personnel in the field of aging, improve knowledge of the problems and needs of the elderly, and to demonstrate better ways of improving the quality of life for the elderly.

Applicants: Any public or nonprofit private agency, organization, or institution.

Range and Average of Financial Assistance: $1,974 to $3,637,095; $239,758

Contact: John Wren at (202) 260-1702

Agency for Healthcare Research and Quality

www.ahcpr.gov/
(301) 594-1364

AHCRQ (until recently named the Agency for Health Care Policy and Research) supports and carries out research to improve the quality of health care, increase access to services (especially for hard to reach populations), and to reduce the cost of delivering health care services. The agency also provides information to the public on health care and the health care system.

PA-99-001 Economic Evaluation in HIV and Mental Disorders Prevention
Supports research demonstrating the cost-effectiveness of preventive interventions addressing HIV/AIDS and mental disorders, with the goal of increasing their recognition as a necessary component of standard health care plans and service delivery systems. Studies can be on existing or planned interventions, and can also focus on preventive interventions to enhance coping, improve quality of life, and minimize hospitalization for those at risk for mental disorders, HIV, and substance abuse. Research is also supported on alternative ways of financing services in these areas to improve accessibility, delivery, utilization, cost-effectiveness, and the quality of preventive interventions.

- For a full program announcement, go to *www.ahcpr.gov/fund/99001.htm*

Applicants: Private and public nonprofit organizations such as universities, colleges, hospitals, laboratories, units of State and local governments, and eligible agencies of the federal government. For-profit organizations may only apply as part of a consortia. Racial/ethnic minority individuals, women, and persons with disabilities are encouraged to apply.

Contact Info: Division of Extramural Outreach and Information Resources, NIH
(301) 435-0714 or e-mail grantsinfo@NIH.GOV

Health Resources and Services Administration

www.hrsa.dhhs.gov/
(888) 275-4772

HRSA administers national health programs to bring quality health care to underserved, vulnerable, and special-needs populations. This includes programs which seek to improve the geographic distribution of health care professionals and increase the supply of providers in underserved areas. HRSA's grant application center can be reached at 1-800-477-2123 HRSA programs are carried out under a few different subsidiary agencies. These include the Bureau of Primary Health Care, the Bureau of Health Professions, the Maternal and Child Health Bureau, the HIV/Aids Bureau, and the Office of Special Programs.

93.151 Health Center Grants for Homeless Populations
Awards grants to provide for the delivery of primary health services and substance abuse services to homeless individuals, including children.

Applicants: Eligible grantees include nonprofit private organizations and public entities.

Range and Average of Financial Assistance: $84,500 to $2,895,000; $579,000

Deadline: Contact Regan Crump at (301) 594-4420

93.153 Coordinated HIV Services and Access to Research for Children, Adolescents, Women, & Families
This program supports projects to improve and expand the system of comprehensive care

services for children, youth, women, and families who are infected with or affected by HIV or AIDS, and to link comprehensive care systems with clinical research.

Applicants: Public and nonprofit entities that provide primary care may apply.

Range and Average of Financial Assistance: $180,000 to $2,243,077; $680,711

Deadline: Contact Jose Morales at (301) 443-9051

93.923 Disadvantaged Health Professions Faculty Loan Repayment and Fellowship Program

This program encourages expansion of disadvantaged representation in health professions faculty positions. The program provides for repayment of education loans up to $20,000 for each year of service as faculty of an approved school, with a minimum of a 2 year obligation. Schools include those that offer a graduate program in behavioral and mental health practice, which include clinical psychology, clinical social work, professional counseling, and marriage and family therapy.

Applicants: Individuals from disadvantaged programs who have a degree in one of the areas listed above, are enrolled in an approved graduate training program in one of the areas listed above, or are enrolled as full-time students in accredited institutions described above in the final course of study or program leading to a degree from the institution.

Range and Average of Financial Assistance: $3,575 to $19,356; $21,317 for repayment awards & $34,300 to $94,132; $68,226 for fellowships (34 repayment awards and 34 fellowship awards were granted in 2002 - this program has not yet been funded for 2003)

Deadline: May 31

Contact: Loan Repayment Info: Mary Farrington at (301) 443-4776
Fellowship info: Shelia Norris at (301) 443-2100

*Applications can be obtained by sending an e-mail to "flrpinfo@hrsa.gov", or by calling (888) 275-4772.

93.925 Scholarships for Health Professions Students from Disadvantaged Backgrounds

This program provides scholarships to full-time, financially needy students from financially disadvantaged backgrounds, enrolled in health professions and nursing programs.

Applicants: Accredited public or private nonprofit schools that offer schools graduate programs in behavioral and mental health practice, which includes clinical psycholoy, clinical social work, professional counseling, or marriage and family therapy.

Range and Average of Financial Assistance: $698-$650,000; $107,809

Contact: Mary Farrington at (301) 443-4776

93.162 National Health Service Corps Loan Repayment Program
The National Health Service Corps (NHSC) seeks to ensure that all Americans have access to health care professionals. The NHSC Loan Repayment Program provides for the repayment of educational loans for participants who agree (by written contract) to serve an applicable period of time in an approved loan repayment program service site located in a health professional shortage area. The program is highly competitive; in FY 2001, only seven LPCs across the country received loan repayment contract awards.

Applicants: To qualify, counselors must either have a master's degree or higher in counseling and at least 2 years of post-master's supervised counseling experience or be certified as a clinical mental health counselor by the National Board for Certified Counselors. Applicants must also have obtain the level of licensure or certification in a state which allows them to practice independently and unsupervised.

Range and Average of Financial Assistance: From $6,612 to $69,500; $60,543

Deadline: March 28th, 2003

http://nhsc.bhpr.hrsa.gov/ or call (800) 221-9393

93.928 Special Projects of National Significance (SPNS)
Seeks to contribute to the advancement of knowledge and skill in the delivery of health and support services to persons with HIV.

Applicants: Public and nonprofit private entities, including community based organizations and hospitals, state or local health departments, institutes of higher education, and national organizations of service providers may apply.

Range and Average of Financial Assistance: $168,998 to $1,725,000; $500,000

Deadline: Contact Barbara Aranda-Naranjo at (301) 443-9976

National Institutes of Health

www.nih.gov/
(301) 496-4000

Comprised of more than twenty distinct organizations, the National Institutes of Health are responsible for conducting and supporting research aimed at improving the prevention, detection, diagnosis, and treatment of disease and disability. In addition to supporting research, NIH assists in the training of research investigators. Research on behavioral disorders is focused within the three institutes described below: the National Institute of Mental Health, the National Institute on Drug Abuse, and the National Institute on Alcohol Abuse and Alcoholism.

NIH institutes support both intramural and extramural research. Intramural research is conducted by scientists who are NIH employees, while extramural research projects are carried

out by researchers in settings across the country supported by NIH dollars. NIH's total budget for FY 2003 is roughly $23.6 million, and is expected to be over $27 million for 2004.

National Institute of Mental Health

www.nimh.nih.gov
(301) 443-4513

The National Institute of Mental Health (NIMH) leads the federal effort to identify the causes of and most effective treatments for mental and emotional disorders. NIMH supports and conducts research focused on the brain and its interactions with its biological, psychological, and social environments. NIMH's total budget for FY 2003 is over $1.3 million.

NIMH supports a wide variety of research projects, including neuroscience, basic behavioral science, clinical research, epidemiology, prevention research, and health services research. A few specific initiatives supported by the agency are listed below. Funding opportunity information is available on the agency's web site at

www.nimh.nih.gov/grants/index.cfm

PAR-02-133 Rapid Assessment Post-Impact of Disaster: Traumatic Stress Research Program

This program provides funding for research projects on mental health sequelae of emergencies resulting from events in the external environment, which include natural and human-made situations. This program supports research on psychological, physiological, biological, and behavioral reacations to emergencies; risk factors for developing prolonged mental health sequelae resulting from exposure to such emergencies; service delivery and treatment of victims; and effectiveness of programs designed to prevent mental health problems.

Applicants: profit or nonprofit agencies, state and local governments, faith-based organizations, and public and private institutions, such as universities/colleges, hospitals, and laboratories are eligible. Individuals may also apply if they have the skills, knowledge, experience, and resources necessary to carry out the proposed research and who will work with their institution to develop an application for support.

Financial Assistance Award: Small Grants - up to $50,000 per year; Exploratory/Developmental Grants - up to $125,000 per year (applicants may only request up to 2 years of funding)

Contact: Child Trauma - Farris Tuma at (301) 443-5944 or ftuma@nih.gov
Adult Trauma - Regina Dolan Sewell at (301) 443-6802 or rdolan@nih.gov

Deadline: Applications must be received within 6 weeks of the identified disaster event

http://grants.nih.gov/grants/guide/pa-files/PAR-02-133.html

93.242 Mental Health Research Grants
This program seeks to increase knowledge of the basic biological and behavioral processes that underlie mental and behavioral disorders and of the processes that contribute to maintaining mental health, to improve methodologies for research relevant to these disorders, and to conduct research on mental health services.

Applicants: public, private, profit, or nonprofit agencies, universities/colleges, hospitals, and academic or research institutions. Businesses may apply as well under certain circumstances.

Range and Average of Financial Assistance: $6,000 to $2,968,662; $330,926
(it is estimated that 524 grants will be funded for 2003)

Contact: Bruce Ringler at (301) 443-2811

93.281 Mental Health Research Career/Scientist Development Awards
Provides support for research relating to the problems of mental illness and mental health, and projects to raise the level of competence and increase the number of individuals engaged in such research.

Applicants: domestic research centers, medical schools, departments of psychiatry, non-medical academic departments, psychiatric hospitals or hospitals with psychiatric services, community mental health centers, biomedical research institutes, and departments of behavioral science on behalf of individuals.

Range and Average of Financial Assistance: $62,354 to $836,757; $129,999

Deadlines: Feb. 1, June 1, and Oct. 1. For AIDS research: Jan. 2, May 1, and Sept. 1

Contact: Bruce Ringler at (301) 443-2811

93.282 Mental Health National Research Service Awards for Research Training
Provides grants to help ensure a continuous and adequate supply of well-trained personnel who are able to conduct research on mental health problems.

Applicants: This program provides training grants to domestic public or nonprofit private institutions or organizations, and fellowships to individuals at both the predoctoral and postdoctoral levels.

Range and Average of Financial Assistance: predoctoral stipends - $16,500, average; postdoctoral stipends - $28,260 to $44,412; COR Honors Undergraduate - $9,732, average.

Deadlines: Fellowships - April 5, August 5, and Dec. 5; Institutional and short-term training grants - May 10; NIMH Career Opportunities in Research Education and Training (COR) - May 10; AIDS traning grants - Jan. 10, May 10, and Sept. 10

Contact: Bruce Ringler at (301) 443-2811

National Institute on Drug Abuse

www.nida.nih.gov

The mission of the National Institute on Drug Abuse (NIDA) is to lead the nation in bringing the power of science to bear on drug abuse and addiction. This charge has two critical components: The first is the strategic support and conduct of research across a broad range of disciplines. The second is to ensure the rapid and effective dissemination and use of the results of that research to significantly improve drug abuse and addiction prevention, treatment, and policy. NIDA's total budget for FY 2003 is roughly $960 million.

As with all other NIH agencies, NIDA funds a wide array of projects. Information concerning grant programs beyond the examples listed below is available on NIDA's web page at:

www.nida.nih.gov/Funding.html

93.279 Drug Abuse Research Programs
Supports epidemiological, basic, clinical, and applied research to develop new knowledge and approaches related to the prevention, treatment, etiology, and consequences of drug addiction.

Applicants: public or private profit and nonprofit agencies, foreign or domestic, including state, local, or regional government agencies, universities, colleges, hospitals, and academic or research institutions.

Range and Average of Financial Assistance: $19,000 to $4,634,000; $353,000

Deadlines: Feb. 1, June 1, and Oct. 1; for AIDS research - Jan. 2, May 1, and Sept. 1

Contact: Dr. Gary Fleming at (301) 443-6710

National Institute on Alcohol Abuse and Alcoholism

www.niaaa.nih.gov

The National Institute on Alcohol Abuse and Alcoholism (NIAAA) supports and conducts biomedical and behavioral research on the causes, consequences, treatment, and prevention of alcoholism and alcohol-related problems. NIAAA funds 90% of all alcohol-related research conducted in the United States.

NIAAA's budget for FY 2003 is $415 million. Information regarding NIAAA-supported extramural research is available on the agency's website at:

www.niaaa.nih.gov/extramural/program.htm

Substance Abuse and Mental Health Services Administration

www.samhsa.gov

The Substance Abuse and Mental Health Services Administration (SAMHSA) works to improve the quality and availability of prevention, treatment, and rehabilitation services in order to reduce illness, death, disability, and cost to society resulting from substance abuse and mental illnesses. The agency is comprised of three main offices: the Center for Mental Health Services, the Center for Substance Abuse Prevention, and the Center for Substance Abuse Treatment.

A significant proportion of SAMHSA's budget is devoted to ongoing formula grants to states for the provision of treatment services for mental and addictive disorders. However, all three branches of the agency provide support for research aimed at improving the delivery of services to individuals with these disorders. Funding information is available on SAMHSA's web site at:

www.samhsa.gov/grants/grants.html

93.229 Demonstration Cooperative Agreements for Development and Implementation of Criminal Justice Treatment Networks

To fund integrated criminal justice treatment networks made up of a consortium of criminal justice, substance abuse treatment, primary health and mental health care, and allied social services and job placement agencies in the following three offender populations: Adult Female Offenders, Juvenile Justice Populations and Adult Male Offenders. Each network will develop a strategy to link existing criminal justice treatment partnerships into a comprehensive continuum of services for offenders.

Applicants: limited to state alcohol and drug abuse agencies which apply on behalf of a consortium of relevant state and local officials, and public and nonprofit private entities who provide or have jurisdiction over providing treatment for substance abuse to individuals under criminal justice supervision. Public and nonprofit private entities which develop a project on behalf of a consortium may submit applications directly, but are required to coordinate with the state agency.

2003 Obligation: $1,000,000

Contact: Randy Muck at (301) 443-6533 or Kathleen Sample at (301) 443-9667

93.243 Substance Abuse an Mental Health Services: Projects of Regional and National Significance

SAMHSA seeks to expand the availability of effective substance abuse treatment and recovery services available to Americans to improve the lives of those affected by alcohol and drug addictions, and to reduce the impact on these addictions on individuals, families, communities and society. Programs also address the priority mental health needs of regional and national significance and assist children in dealing with violence and traumatic events.

Applicants: public organizations, domestic private nonprofit organizations such as community-based organizations, universities/colleges, and hospitals may apply.

Average of Financial Assistance: $1,083,333

Contact: Stephen Hudak at (301) 443-9666

93.244 Mental Health Clinical and AIDS Service-Related Training Grants
The objectives of this program are to encourage mental health specialists to work in areas and settings where severe shortages exist; to increase the number of qualified minority personnel in the mental health professionals, and the number of mental health personnel trained to deal with the special problems of children, adolescents, the elderly, the seriously mentally ill, and rural populations; and to assure that the skills and knowledge of mental health personnel are appropriate to the needs of those they serve.

Applicants: public or private nonprofit institutions and organizations, and state and local government agencies for training relevant to mental health service priorities in the mental health disciplines of psychiatry, psychology, social work, psychiatric nursing, marriage and family therapy, and in specialized areas of high priority.

Range and Average of FInancial Assistance: $225,000 to $300,000; $250,000

Contact: Gwen Simpson at (301) 443-4456

Department of Justice

U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, DC 20530-0001
www.usdoj.gov/

The Department of Justice has two offices that are primarily devoted to awarding grants. These are the Office of Justice Programs (OJP) and the Office of Community Oriented Policing (COPS). The Office of Justice Programs consists of 5 bureaus and 7 offices that each execute their own grant programs. Several departments are located within the Office of Justice Programs (www.ojp.usdoj.gov/home.htm), including the American Indian and Alaska Native Affairs Desk, the Bureau of Justice Assistance, the Bureau of Justice Statistics, the Drug Courts Program Office, and the Office of Juvenile Justice and Delinquency Prevention.

Executive Office for Weed & Seed

www.ojp.usdoj.gov/eows/
(202) 616-1152

The Executive Office for Weed and Seed has the responsibility of attacking violent crime, gang activity, and drug use by targeting affected neighborhoods and improving their social and economic conditions with the combined help of law enforcement, social services, and the community itself. The office's title derives from its goal of weeding out crime, and seeding communities with positive development.

16.595 Executive Office for Weed and Seed
This program is a national implementation of a comprehensive, multi-disciplinary approach to combating violent crime, drug use, and gang activity in high crime neighborhoods through drug prevention programs, human service resources, and neighborhood restoration activities.

Applicants: a coalition of community residents, local, county, and state agencies, federal agencies, and the private sector.

Range of Financial Assistance: $175,000-225,000

Contact: Nacy Ware at (202) 612-1152

Office of Juvenile Justice and Delinquency Prevention

www.ojjdp.ncjrs.org/

The Office of Juvenile Justice and Delinquecy Prevention (OJJDP), led by the Juvenile Justice and Delinquency Act of 1974, strives to make the juvenile justice system more effective by promoting corrections policies that focus on treatment and rehabilitation of youth offenders, implementing new programs that deal with juvenile justice issues, and researching and providing information on juvenile justice trends, programs, and new approaches.

16.541 Juvenile Justice and Delinquency Prevention: Special Emphasis
To develop and implement programs that design, test, and demonstrate effective approaches, techniques, and methods for preventing and controlling juvenile delinquency; developing and implementing effective means of diverting juveniles from the traditional juvenile justice and correctional system; programs stressing advocacy activities aimed at improving services to youth impacted by the juvenile justice system; model programs to strengthen and maintain the family unit; and programs to prevent hate crimes.

Applicants: public and private youth serving nonprofit agencies, organizations, individuals, State and local units of government, and combinations of state and or local units may apply.

2003 Obligation: $2,500,000

Contact: OJJDP's Office of Justice Programs at (202) 307-5914

16.544 Gang-Free Schools and Communities: Community-Based Gang Intervention
This program seeks to prevent and to reduce the participation of juveniles in the activities of gangs through counseling, education, and social services, to provide treatment to juvenile gang members, and to develop and implement new innovative means to address the problems of juveniles gang members who have been convicted of gang-related crimes.

Applicants: public or private nonprofit agencies, organizations, or individuals

2003 Obligation: $11,974,000

Contact: OJJDP's Office of Justice Programs at (202) 307-5914

16.726 Juvenile Mentoring Program (JUMP)
Seeks to reduce juvenile delinquency and gang participation, improve academic performance, and reduce the dropout rate through the use of mentors for at-risk youth.

Applicants: local education agencies or public/private nonprofit organizations (both entities must collaborate with the other to implement the program).

2003 Obligation: $15,965,000

Contact: OJJDP's Office of Justice Programs at (202) 307-5914

16.728 Drug Prevention Program
To reduce drug use by encouraging the promotion of multiple approaches to educating and motivating young adolescents to pursue healthy lifestyles, fostering interpersonal and decision making skills to help them choose alternatives to high risk behaviors, and providing them with the motivation and tools to build constructive lives.

Applicants: Public and private entities, all states and territories, and local units of government.

2003 Obligation: $10,976,000

Contact: OJJDP's Office of Justice Programs at (202) 307-5914

16.729 Drug-Free Communities Support Program Grants
Seeks to increase the capacity of community coalitions to reduce substance abuse, and over time, to reduce substance abuse among adults through strengthening collaboration among communities, public, and private entities and to disseminate information on practices and initiatives that have proven effective in reducing abuse among youth.

Applicants: Community coalitions that wish to apply must show that the coalition has worked together for at least 6 months on substance abuse reduction initiatives.

Range of Financial Assistance: Up to $100,000 for individual grants

Contact: Douglas Dodge at (202) 307-5914

National Institute of Corrections

www.nicic.org/
(800) 995-6423

An agency within the Federal Bureau of Prisons, the National Institute of Corrections oversees correctional practices and policies, and provides information, education, and training on correctional issues.

16.601 Corrections: Training and Staff Development
Seeks to devise and conduct in various geographical locations, seminars, workshops, and training programs for staff who deal with the treatment and rehabilitation of criminal and juvenile offenders and to implement training teams to aid in the development of these seminars, workshops, and training programs.

Applicants: States, local government units, public and private agencies, educational institutions, organizations, and individuals involved in the development, implementation, or operation of correctional programs and services.

Range and Average of Financial Assistance: $1,500 to $300,000;

Contact: Call NIC at (800) 995-6423

16.602 Corrections: Research and Evaluation and Policy Formulation
Grants are provided to conduct, encourage, and coordinate research relating to corrections including the causes, prevention, diagnosis, and treatment of criminal offenders. The program also seeks to conduct evaluation programs to study the effectiveness of new approaches, techniques, systems, programs, and devices employed in order to improve the corrections system.

Applicants: States, local government units, public and private agencies, educational institutions, and organizations and individuals involved with the development, implementation, or operation of correctional programs and services may apply.

Range and Average of Financial Assistance: $1,500 to $200,000; $75,000

Contact: Call NIC at (800) 995-6423

Office of Violence Against Women

www.ojp.usdoj.gov/vawo
(202) 307-6026 / TTY (202) 307-2277

The Office of Violence Against Women works to end violence against women by enforcing compliance of the Violence Against Women Act (VAWA) and by influencing policy related to civil and criminal justice for women. Since 1995, OVAW has awarded over 1 billion dollars in grants to assist states, tribes, and communities improve the way criminal justice systems respond to crimes against women. These grants also help provide services for women that include counseling, advocacy, shelter, law enforcement protection, and legal aid.

16.589 Rural Domestic Violence and Child Victimization Enforcement Grant Program
This program seeks to implement, expand, and establish cooperative efforts and projects between law enforcement prosecutors, victim advocacy groups, and other related parties to investigate and prosecute incidents of domestic violence and child abuse, to provide treatment and counseling to victims of domestic violence and child victimization, and to work in cooperation with the community to develop education and prevention strategies directed toward such issues.

Applicants: States, local and Indian tribal governments, and other public or private entities of rural States.

Range of Financial Assistance: $50,000 to $500,000 for local and tribal projects; $50,000 to $900,000 for statewide, multi-jurisdictional, and tribal consortium projects

Contact: Call OVAW at (202) 307-6026

Department of Labor

U.S. Department of Labor
200 Constitution Avenue, NW
Washington, DC 20210
866-487-2365 / TTY (877) 889-5627
www.dol.gov/

The Department of Labor contains many offices and agencies which provide grants. Some of these of interest are listed below, including selected grant programs they oversee. For direct access to the Department of Labor grant opportunities in the Catalog of Federal Domestic Assistance, go online at aspe.os.dhhs.gov/cfda/ideptdol.htm

Employment and Training Administration (ETA)

www.doleta.gov

Primarily through workforce development systems, ETA provides job training, employment, information, and income maintenance services to help give all Americans the opportunity to learn valuable and necessary skills for good-paying jobs, as well as to raise the standard of living and to continually improve the U.S. labor market.

17.235 Senior Community Service Employment Program
To establish and promote part-time work opportunities, usually 20 hours per week, in community service activities for unemployed low-income persons who are 55 years of age and older and when possible, assist and promote transition of program enrollees into unsubsidized employment.

Applicants: States, national public and private nonprofit agencies and organizations other than political parties, but including faith-based organizations, and U.S. Territories.

Range and Average of Financial Assistance: $330,150 to $106,543,935

Deadline: Set annually, contact ETA's Office of Adult Services at (202) 693-3842

Veterans' Employment and Training Service (VETS)

www.dol.gov/dol/vets/welcome.html

VETS was set up to assist veterans, reservists, and National Guard members with employment and other services based on the prevailing needs of the veteran population. They protect the rights of those eligible, provide employment and training assistance, provide transition assistance with the help of other agencies for those leaving the armed forces, and collect and distribute relevant information on and for veterans.

17.801 Disabled Veterans' Outreach Program (DVOP)
The objectives of the Disabled Veterans' Outreach Program are to provide jobs and job training opportunities for disabled and other veterans through contacts with employers; promote and develop on-the-job training and apprenticeship; provide outreach to veterans through assistance and support of community agencies and organizations; develop linkages with other agencies to promote maximum employment opportunities for veterans; and to provide job placement, counseling, testing, and job referral to eligible veterans, especially veterans of the Vietnam era.

Applicants: State Employment Agencies designated under Section 4 of the Wagner-Peyser Act, as amended, may apply.

Range and Average of Financial Assistance: $95,000 to $11,277,000; $1,569,519

Contact: Robert Wilson at (202) 693-4719

17.802 Veterans' Employment Program
Grants are provided to develop programs to meet employment and training needs of service-connected disabled veterans, veterans of the Vietnam-era, and veterans who were recently separated from military service.

Applicants: State governors are eligible to compete for the majority of grant funds, but discretionary funds are open to all applicants.

Range and Average Financial Assistance: $200,400 to $850,000; $486,737

Contact: Robert Wilson at (202) 693-4719

17.805 Homeless Veterans Reintegration Project
To provide funds for demonstration programs to expedite the reintegration of homeless veterans into the labor force.

Applicants: State and local agencies, Private Industry Councils, and not-for-profit agenicies.

Range of Financial Assistance: $100,000 to $250,000

Contact: Robert Wilson at (202) 693-4719

Women's Bureau (WB)

www.dol.gov/dol/wb/welcome.html

(800) 827-5335

The mission of the Women's Bureau is to serve and promote the interests of working women and increase opportunities for them by creating policies that benefit working women, researching working women and the issues they deal with, and providing information and education to women on employment issues and rights.

17.700 Women's Special Employment Assistance

This program seeks to provide input in the development of policies and programs affecting the employment of women; to expand training and employment opportunities for women and promote their entry into better paying jobs, especially in new technology and nontraditional occupations; to establish linkage with national and community organizations, business and industry, trade unions, research foundations, academic and Federal, State, and local government agencies for cooperative projects that address the employment and supportive service needs of women; and to develop publications and disseminate information on women's economic status, employment rights, and job options.

Applicants: any individual or group located in the U.S. or its territories.

Obligation for 2003: $8,369,000

Contact: Call the WB's Office of Information and Support Services at (202) 693-6727

U.S. Department of Education
Office of Educational Research and Improvement (OERI)
National Library of Education (NLE)
Educational Resources Information Center (ERIC)

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